



ROBERT BENTLEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
MARY STARKE HARPER GERIATRIC PSYCHIATRY CENTER
P. O. BOX 21231
TUSCALOOSA, AL 35402
PHONE (205) 759-0900
FAX (205) 759-0931



JIM REDDOCH, J D
COMMISSIONER
BEVERLEY WHITE BSN MS
DIRECTOR

**ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITION
AN EQUAL OPPORTUNITY EMPLOYER**

JOB TITLE: Mental Health LPN I

NUMBER: 14-04

JOB CODE: N1000

DATE: August 8, 2014

JOB LOCATION: Mary Starke Harper Geriatric
Psychiatric Center, Tuscaloosa, Alabama

POSITION NO.: 8801671

SALARY RANGE: 62 (\$31,488.00 - \$41,258.40 Annually)
(Plus \$1.00 per Hour Shift Differential for Evening & Night Work)

QUALIFICATIONS: Graduation from a standard senior high school, supplemented by graduation from a State approved School of Practical Nurse Education.

SPECIAL REQUIREMENT: Possession of certification of registration as a Practical Nurse issued by the Alabama Board of Nursing.

KIND OF WORK: This is responsible technical work at a state mental health hospital specializing in the psychiatric and medical care of elderly, mentally ill patients. An employee in this class administers nursing care to geriatric patients, while assisting physicians and registered nursing staff. Work includes the following duties and responsibilities: Participate in treatment planning, implementation of treatments and documentation of treatments for geriatric patients in accordance with skill level and disciplinary requirements to assure continual certification/accreditation by Medicare/Medicaid/Joint Commission. Prepare and administer prescribed medication for geriatric patients. Provide nutrition to geriatric patients requiring special dietary needs. Perform special nursing procedures for geriatric patients including feeding tubes, tracheostomy care, suctioning, Foley catheterization, sterile dressing change, specimen collection and irrigations. Maintain geriatric patients' records to include transcribing physicians' orders, completing lab and x-ray requests, checking charts at end of shift and verifying medication flow sheets. Provide direct patient care to geriatric patients. Monitor the drug room daily for cleanliness and ensure infection control/safety standards are maintained. Use/maintain special patient care equipment common to the care of elderly patients, to include setting up oxygen, operation of IV equipment, suction machines, and specialty beds. Document patient care information and complete standard nursing forms.

REQUIRED KNOWLEDGES, SKILLS, AND ABILITIES: Ability to read and comprehend documents. Knowledge of prescribed medication types. Ability to communicate orally and in writing. Knowledge of facility equipment/medical supplies. Knowledge of normal vital signs and body functions. Knowledge of first-aid techniques. Knowledge of isolation techniques. Knowledge of specimen types. Ability to organize job tasks. Knowledge of restraint techniques.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their job related training, abilities, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as above mentioned. All relevant information is subject to verification. **Drug screening is required. Security clearances will be conducted on prospective applicants being given serious consideration for employment whose job requires direct contact with patients.**

HOW TO APPLY: Use an "Application for Professional Employment" (Exempt Classification) which may be obtained from the website below or you may pick up an application from the Harper Center. Applications should be returned to the Harper Center, Human Resources Department, 200 University Boulevard, Tuscaloosa, Alabama 35401 by **UNTIL FILLED** in order to be considered for this position. Indicate your Alabama nursing licensure number on your application as directed. Current nursing licensure must be presented for inspection at time of interview. **An official copy of your academic transcript from the university or college from which you received your nursing degree is required and must be forwarded by the college or university to the Harper Center, Human Resources Department, at the above address.**

“Only work experience detailed on the application form will be considered. Additional sheets, if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application.”

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